



**REQUEST FOR
ARCHITECTURAL & ENGINEERING SERVICES**

**Center for Entrepreneurship &
Welcome Center**

For enumeration in the 2015–17 biennium

December 2014

Project No. 14I3Y

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Project Background and Purpose

The University of Wisconsin-Milwaukee (UWM) seeks a design team to design an approximately 28,000 GSF building known as the UWM Center for Entrepreneurship & Welcome Center. The building will serve two important campus priorities: fostering entrepreneurial activity at UWM, and providing an improved visitor experience.

Center for Entrepreneurship

The campus has an important and growing role in improving the economic health of southeastern Wisconsin. Student-based programs that foster research, discovery, innovation and entrepreneurship are central to that role. Academic institutions have long been centers for learning and discovery, but to remain relevant in a changing economy, they must embrace innovation. While there are a significant number of campus entrepreneurial activities, there is not a single location that serves as a central resource for these endeavors. This has resulted in disconnected activities, lack of collaboration, and lack of visibility for these important programs. The current spaces dedicated to entrepreneurial activity do not support the type of space and configuration that is desirable for innovation activity. The creation of a Center for Entrepreneurship will address program gaps and provide an opportunity to increase interdisciplinary collaboration both within UWM and with partners.

UWM has a broad array of programs and spaces for innovation and entrepreneurship, but there are key gaps in these elements. The proposed Center aligns with several of the campus strategic goals:

1. **Research Excellence:** *Generate discoveries and scholarly outcomes recognized within the global research community and that impact society, locally to globally.* The Center will provide students with the opportunity to engage in research and/or entrepreneurial ventures sponsored by campus, enhancing student success, and building research excellence within the University.
2. **Community Engagement:** *Deepen a positive impact in the city and region through community and business partnerships.* The Center will provide an opportunity to engage private sector and other institutional partners, building stronger relationships and creating a positive impact on the vitality and economic growth of our region.
3. **Institutional Culture:** *Enhance a culture that embraces innovation, creativity and diverse perspectives within an inclusive environment for all faculty, staff and students.* The Center will provide the opportunity to launch start-ups for students, faculty and staff, continuing to build and strengthen a culture of innovation and research excellence.

Welcome Center

Currently the Welcome Center is located in Vogel Hall, located on the eastern edge of the campus, and remote from visitor parking. The building was originally built as a classroom building for Milwaukee Downer Seminary, was remodeled in the late 1970s, and has been adapted for its current use.

In addition to being undersized for an institution of UWM's size, the Vogel Hall location and adjacent activities diminish and overshadow the current Welcome Center operations. Co-locating both centers communicates to potential students that UWM is a place to learn to think in a new way.

Project Description

Project Size: This project constructs approximately 20,040 ASF/28,000 GSF of a new stand-alone two-level building to accommodate two programmatic components: the Center for Entrepreneurship and the Welcome Center.

The *Center for Entrepreneurship* will provide the physical space needed to fill the significant programmatic gaps described above for entrepreneurial activities at UWM. The spaces within the Center for Entrepreneurship program are designed to be flexible and adaptable now and over time. Shell space has been set aside for additional collaboration activities, project based rooms, or other needs yet to be identified.

The *Welcome Center* will replace the current space in Vogel Hall, with new programming made possible by increased and more flexible space provided in the new building.

Site - Campus Gateway: The building will be located at the NE corner of the intersection of Kenwood Boulevard and Maryland Avenue on the UWM Campus. This corner, directly across from the Student Union, serves as the gateway or “front door” to the campus, especially for visitors traveling to the campus from downtown Milwaukee or along the shoreline of Lake Michigan. The current building on the site (the former UWM child care facility, the Kunkle Building) will be demolished in the fall of 2014. (See Map).

Space Tabulation

Space Type	ASF/Space	Qty.	Total ASF
<u>Welcome Center</u>			
Lobby/Reception	1,500	1	1,500
Office	120	3	360
Workstations	100	9	900
Small Conference Room (12 occupants)	240	1	240
Presentation/Meeting Room (150 occ.)	1,500	1	1,500
Storage	100	1	100
Total ASF			4,600
<u>Center for Entrepreneurship</u>			
Lobby/Open lounge	1,000	1	1,000
Office (shared)	200	2	400
Transient Office	120	4	480
Grad Student Work Area	80	20	1,600
Project Space-Startups	500	12	6,000
Large Conference (35 occ.)	720	1	720
Small Conference (12 occ.)	240	2	480
Huddle Rooms	60	5	300
File/Mail/Copy	520	1	520
Shell for Growth of Project Space	1,940	1	1,940
Total ASF			13,440

Coffee Shop/Café	2,000	1	2,000
Total Building ASF			20,040
Total GSF			28,000

Scope of Services

The A/E will provide pre-design through construction administration services as indicated in the DFD “*Policy and Procedure Manual for Architects/Engineers and Consultants*”, the “*Guideline for Developing Program Statements for Projects Requiring Enumeration*”, and the DFD “*Contract for Professional Services*” as directed by DFD at the Design Kickoff meeting. The services may be contracted for in multiple parts with project-specific review/ approval/ authorization points in the contract as determined by the needs of the project. Authorization for subsequent services will be issued in writing upon satisfactory performance and completion of contracted services and deliverables.

The consultant team shall provide the following services in addition to those in the “*Policy and Procedure Manual for Architects/Engineers and Consultants*”:

Pre-Design (including Design Concept Report)

The Design Concept Report shall include:

- A complete Program Statement per the DFD “*Guideline for Developing Program Statements for Projects Requiring Enumeration*”
- An analysis of utilities necessary to serve this project using information provided by the institution and/or local utilities, including line and system capacity of existing utilities, and utility routing to serve this project. The potential use of geothermal and solar should also be investigated to select the most cost effective system alternative.
- A functional analysis of building program components, including floor plans of functional areas.
- 3D concept sketches of the exterior and interior spaces that explain the design concept.
- A project schedule that is based on the design and program information.
- A project budget estimate, using the DFD/UW System format that includes construction costs and related project costs. Include benchmark data and/or other data that supports the recommended budget estimate.
- Per DSF *Sustainable Facilities Standards*, and LEED NC™ requirements, a list of sustainable design practices that are appropriate for further analysis and development during design and implementation of this project, leading to LEED™ Silver certification, documented on the DSF *Sustainable Facilities Standards Checklist*.

The following deliverables will be required for the Pre-Design Services:

- Six (6) bound color copies 8-1/2” x 11” of the Design Concept Report for draft review, final review and the final deliverable. Diagrams may either be 8-1/2” x 11”, or 11” x 17”, folded to fit within the bound report.
- Downloadable PDFs available on a consultant website/FTP site and two (2) CD’s of the electronic version of the Design Concept Report in PDF format and all source formats. The versions should be capable of being printed either in color, or in black and white, with full graphic clarity in either format.
- This deliverables will be circulated to DFD, UW System Administration, and UW-Milwaukee for campus review and approval.

Design through Construction Administration

Using information from the Design Concept Report and completed Program Statement, provide design through construction administration services and deliverables per the *DFD Policy and Procedure Manual for Architects/Engineers and Consultants*.

In addition to the deliverables required in the Design Phase per the *DFD Policy and Procedure Manual for Architects/Engineers and Consultants*:

- Provide 3D preliminary design sketches of the exterior and interior that explain the preliminary design.
- Prepare documents necessary for UW-Milwaukee staff to obtain necessary city zoning approvals.
- Provide for the Board of Regents at least one color electronic image (jpeg, png, or pdf) that demonstrates the project design. The image(s) need not be created specifically for this purpose, but may be (a) suitable image(s) that is(are) produced as part of the Design Report.

The following services will be reimbursable expenses:

- Site surveys and geotechnical soils testing.
- LEED registration, design submittal and construction submittal.
- DSPS submittals.

The following services will not be included in the scope of services.

- .EIS services will be contracted separately.

The following, if required, will be additional services:

- Renderings and presentation materials beyond those required as part of the Design Report.

Project Budget

Budget Item	Cost
Construction	\$6,211,000
A/E Design Fees	\$452,000
Other Fees	\$31,000
DFD Management Fees	\$266,000
Contingency	\$435,000
Equipment	\$373,000
Estimated Total Project Cost	\$7,768,000

Project Schedule

A/E team Selection	March 2015
Begin Pre-Design work	June 2015
Preliminary Program Statement submittal	August 2015
Draft Program Statement submittal	September 2015
Final Program Statement complete	November 2015
Begin Design work	November 2015
Design Concept Report submittal	February 2016
Preliminary Design submittal	May 2016
BOR/SBC Authority to Construct	June 2016
Final Design Submittal	December 2016
Bid Document Submittal	February 2017
Receive Bids	April 2017
Begin Construction	August 2017
Substantial Completion	August 2019
Closeout /Final Completion	October 2019

Project Requirements

Site Requirements

Project #12I1P will demolish the existing facility (Kunkle) and provide a level seeded site prior to any work pertaining to this project occurring.

Utility Requirements

This project will be developed as a stand-alone facility for heating and cooling, but the systems should be designed to utilize steam and chilled water and connect to those utilities when the campus steam and chilled water infrastructure is extended to this area in the future. The project will be connected to campus electrical and telecommunications infrastructure.

Examples of information to be provided to A/E team by UW-Milwaukee include:

- Description of utilities available and whether these are campus or outside utility sources
- Known utility capacity, condition, or location issues
- Known storm water management requirements or other storm water issues

The A/E team should be prepared to recommend other information or investigative work that would be required for the team to complete the requested services.

Architectural Requirements

The design of the facility should address the project goals. In addition the design should be transformational, offer a new and exciting gateway to the UWM campus, and should be appropriate to the campus context and the surrounding residential neighborhoods.

Sustainability

In addition to meeting the DFD *Sustainable Facilities Standards*, this project will seek LEED NC Silver™ certification.

WEPA Requirements

In accordance with the Wisconsin Environmental Policy Act (WEPA), this project will require a Type I Environmental Impact Statement (EIS). This requirement insures all fiscal impacts raised during the WEPA process will be addressed in the project budget estimate. Public review of the

Type I assessment is required and a public information meeting will be held to gather input. The entire WEPA process must be completed prior to solicitation of bids.

Additional Documents

The following documentation is available on-line:

- 2010 Campus Master Plan (07G2U) http://www4.uwm.edu/master_plan/index.cfm
- 2014 Draft SWQ Redevelopment Plan (#12L2Y) <http://www4.uwm.edu/uap/links/>
- Kenwood Campus Map http://www4.uwm.edu/map/map_color.pdf

The following information will be made available to the selected consultant team.

- Existing site survey in AutoCAD including utilities and surface features.
- DFD “Guideline for Developing Program Statements for Projects Requiring Enumeration”

Campus Aerial Map

